



CITY OF MANCHESTER

**SERVICE LICENSE APPLICATION**  
**UNDER ORDINANCE #72-436**

FOR THE YEAR 2011 (Jan – Dec)

- A. Name of Business \_\_\_\_\_
- B. Telephone Number (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_
- C. Business Address \_\_\_\_\_ Manchester, MO  
Corporate Address \_\_\_\_\_
- D. Business commenced operating in Manchester: Month \_\_\_\_\_ Year \_\_\_\_\_
- E. Number of Employees \_\_\_\_\_
- F. Business Owned by: Individual \_\_\_\_\_ Partnership \_\_\_\_\_ Corp. \_\_\_\_\_ Other \_\_\_\_\_
- G. Nature of Business (Describe) \_\_\_\_\_
- H. Owners Information

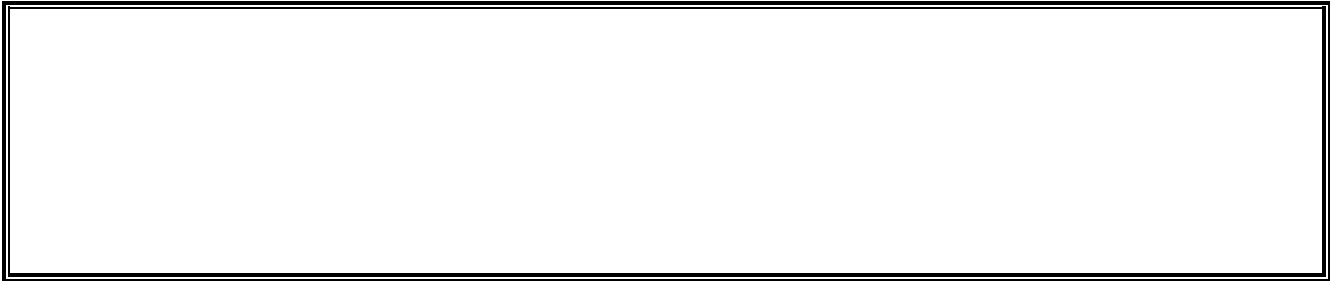
Name	Title	Address

- ITEMS NEEDED TO RECEIVE AN ANNUAL SERVICE LICENSE:
    - ANNUAL FIRE INSPECTION FROM WEST CO. EMS
    - EMERGENCY CONTACT FORM (COMPLETE)
    - APPLICATION (COMPLETE)
    - LICENSE FEE PAYMENT
    - LETTER OF NO TAX DUE COMPLIANCE (Existing businesses only) – You may visit <http://dor.mo.gov>, call (573) 751-9268, or e-mail [taxclearance@dor.mo.gov](mailto:taxclearance@dor.mo.gov) for information
- \* **NOTARY: (Not required for existing businesses)**

**TO BE COMPLETED BY CITY HALL:**

- A. License fee: Amount Due: \$ \_\_\_\_\_
- B. Date Paid: \_\_\_\_\_ License Issued # \_\_\_\_\_
- C. Completed by \_\_\_\_\_

THE LICENSE IS RENEWABLE EACH JANUARY AND  
**DELINQUENT** AFTER **MARCH 15** OF EACH YEAR



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